



December 13, 2013

To: Executive Board

Subject: **Contract Award – Laserfiche Hardware**

---

**Recommendation**

Authorize the Executive Director to negotiate final contract terms and conditions and execute a contract in the amount of one hundred and eight thousand, six hundred and seventy two dollars and eighty one cents (\$108,672.81) with Nexus IS to purchase Unified Computing System server blades and NetApp storage for the document imaging management system at the Foothill Transit administrative office.

**Analysis**

Foothill Transit recently procured a Laserfiche Document Management System through ECS Imaging Inc. and ECS has provided a list of system hardware requirements to build and deploy the Laserfiche system. The hardware to be purchased consists of four Cisco UCS server blades with memory and a one terabyte NetApp disk shelf for the long-term storage of the laserfiche documents.

The new equipment will be added into the new data center system that was recently installed. Procurement of the new equipment was done through the Western States Contracting Alliance (WSCA). WSCA allows states to "achieve cost-effective and efficient acquisition of quality products and services through multi-state contracting" and is allowed under Subchapter M – Intergovernmental and Joint Procurement Agreements, in the Foothill Transit Procurement Policies and Procedure Manual. Since Cisco and NetApp does not sell directly to end users, the Cisco and NetApp equipment will be purchased and installed by Nexus IS - a WSCA Cisco and NetApp authorized vendor.

**Budget Impact**

The total cost of the server blades and network storage is one hundred and eight thousand, six hundred and seventy two dollars and eighty one cents \$108,672.81. The cost of the hardware will include one year support and warranty. Required funding for this project is included in the approved FY 2014 Business Plan.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Luey".

Donald Luey  
Director of Information Technology

A handwritten signature in blue ink, appearing to read "D. Barnes".

Doran J. Barnes  
Executive Director